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OCIO | Office of the Chief Information Officer

TOPICS:
Asset Management

In relation to Information Security, organizations should track and monitor their IT/OT assets. For organizations that don't have an asset management tool, a spreadsheet can be used as a starting point to develop an asset inventory. An asset inventory must have key fields such as Asset Name, Asset Location, and Asset Owner –other fields to consider include Commission Date and Decommission Date.

Policies set the tone at the top, an Asset Management Policy should be in place within the organization which should also outline the process to add and remove assets from an inventory. The policy must be followed, reviewed and updated regularly.

An asset inventory should be in place and should contain mandatory fields (as stated earlier), most especially the owner and the location of the asset. This is necessary to have, so as to track or unplug the asset and contact the owner, if it is outdated, introducing vulnerabilities or pose a danger to the entire infrastructure. Assets should be added to the inventory on commission and removed after decommissioning. The image below shows major fields of a basic asset inventory.

Asset Name	Purpose	Owner	Location	Criticality	Date Commissioned
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Finally, ensure the scope for IT/OT assets which will be captured in the asset inventory is properly defined and that the asset inventory is reviewed regularly.

KEY EVENTS

- **Monthly Defensible Security Conference Call: October 10, 2018**
  At the next conference call, we will discuss Asset Management and Change Management control areas of the DefSec framework.
- **BC Security Day: Nov 7, 2018**
  Visit the Security Day website for more information.
- **20th Privacy and Security Conference: Feb 2019**
  Anyone working in the information privacy and security fields will benefit from the speakers, discussions, and networking at the conference. The conference draws an international audience of some 1,000 delegates with an interest in cutting edge policy, programs, law, research, and technologies aimed at the protection of privacy and security.